



DEPARTMENT OF THE ARMY
HEADQUARTERS, 266TH FINANCE COMMAND
UNIT 29001
APO AE 09007

09 MAR 2006

AEUFC

MEMORANDUM FOR 266th Finance Command (FINCOM) Soldiers and civilian employees

SUBJECT: Bypassing an Applicant with Military Spouse Preference (MSP)

1. REFERENCE:

a. Department of Defense Priority Placement Program Operation Manual, Civilian Personnel Management Service, July 1998.

b. USAREUR Supplement 1 to AR 690-300-301, Overseas Employment, 16 Jun 99.

2. PURPOSE: To establish a policy for processing requests to bypass applicants with MSP.

3. SCOPE: This policy applies to all supervisors, managers and staff officials assigned to the 266th FINCOM serviced by the Heidelberg Civilian Personnel Advisory Center (CPAC).

4. RESPONSIBILITIES: All supervisory personnel, military and civilian, will comply with this policy when recruiting for vacancies within their section.

5. DEFINITION: Military Spouse Preference: A spouse of an active-duty-military member of the U.S. Armed Forces who is relocating because of a Permanent Change of Station (PCS). These spouses receive employment preference for appropriated fund positions in the excepted and competitive service at the GS-1 through GS-15 grade levels and equivalent wage-system positions. This preference applies in DoD and within the commuting area of the permanent duty station of the spouse for initial employment in a permanent position. MSP eligibility applies only if the sponsor and spouse were married before relocating to the new duty station.

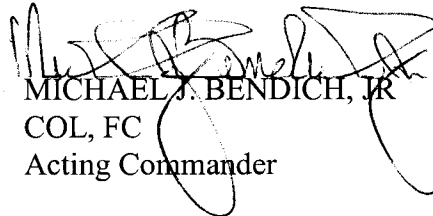
6. POLICY: The primary purpose of the MSP is to help a spouse obtain initial employment in the commuting area of the sponsor's new duty station.

7. There may be rare instances (hardship cases) when it is appropriate to bypass (not select) a person eligible for MSP. The following reasons to bypass a candidate are not valid.

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- a. Inability of management to reach certain candidate on a referral list.
 - b. Lack of knowledge about MSP.
8. Exceptions to the order of preference on a referral list must be based on a hardship to the Command or to the individual. Objections to the qualifications or suitability of a preference-eligible candidate must be documented to show hardship to the Command. Requests for exceptions must be forwarded through command channels to the Heidelberg CPAC.
9. Questions regarding this policy should be directed to Diane Buttweiler at DSN 379-5152.



MICHAEL J. BENDICH, JR
COL, FC
Acting Commander